

**ARIZONA PUBLIC SAFETY COMMUNICATIONS COMMISSION**  
**Summary of Minutes**  
**January 23, 2007**

**Voting Members Present:**

David Felix, Deputy Director, Arizona Department of Public Safety (Chairman)  
Ray Allen, Assistant Chief, Tucson Fire Department  
Amy Brooks, Captain, Apache Junction Fire Department  
Hal Collett, Sheriff, La Paz County/Arizona Sheriff's Association  
Jan Hauk, President, Arizona Fire District Association/Buckeye Valley Fire District  
Kermit Miller, alternate for Richard Miranda, Chief, Tucson Police Department  
Tracy Montgomery, Assistant Chief, Phoenix Police Department  
Kathleen Paleski, Chief, Northern Arizona University Police Department  
Danny Sharp, Chief, Oro Valley Police Department  
Dan Wills, Battalion Chief, Sedona Fire District  
Mike Worrell, Captain, Phoenix Fire Department

**Voting Members Absent:**

Gordon Gartner, Chief, Payson Police Department  
Angelica Novoa, Chief, Cocopah Tribal Police Department  
Lou Trammell, Director, Arizona Division of Emergency Management  
Dewayne Woodie, Fire Chief, Ganado Fire District/EMS

**PSCC Support Office Attendees:**

Curt Knight, Executive Director, Public Safety Communications Commission  
Jeff Miner, Project Manager, Public Safety Communications Commission  
Wayne Kincheloe, Engineer II, Public Safety Communications Commission  
Holly Burkenbine, Administrative Services Officer, Public Safety Communications Commission  
Evelyn Jablonski, Executive Assistant, Public Safety Communications Commission  
Jim Jertson, Publications Editor/Technical Writer, Public Safety Communications Commission  
John James, Marketing Specialist, Public Safety Communications Commission

**Call to Order and Roll Call**

The meeting was called to order at 1:05 p.m. by Chairman David Felix. Roll call was taken as noted above and a quorum was declared present.

**Approval of Minutes from July 11, 2006**

Chairman Felix called for a motion to accept the minutes of the October 24, 2006 meeting as no changes were made. Commissioner Dan Wills presented a motion for approval of the minutes as written. The motion was seconded by Commissioner Danny Sharp and was unanimously carried. Chairman Felix stated minutes would be posted to the website in draft form once commissioners had reviewed to expedite the dissemination of information.

## **General Business**

### Legislative/Budget Update

Mr. Curt Knight briefed the Commission on the recent meetings which have and are continuing to take place with incumbent and newly elected legislators on the PSCC's Concept of Operations document, our future direction and PSCC budget requests. Mr. Knight recognized the efforts of Ms. Evelyn Jablonski in arranging these meetings with our legislators. He also noted on December 14, 2006 the Department of Public Safety conducted a new legislator academy and Mr. Knight had an opportunity to speak about the PSCC at that time. Chairman Felix emphasized the importance of these legislator meetings and the need to keep the Legislature informed of our activities as well as gain support of current/future funding requests. He invited the commissioners to attend these meetings with Mr. Knight if they were able to.

Mr. Knight mentioned if any commissioners would like him to accompany you on meetings with legislators he would be happy to attend to speak about the PSCC or he also offered to provide a PSCC briefing packet of information for your meetings with legislators.

Mr. Knight reported he was contacted in mid-December by the Governor's staff on PSCC's direction and opportunities to speed up the PSCC project. Mr. Knight then met with people from DPS to collaborate on a technology, funding and political standpoint to respond to the Governor's query. A list (fiscal, procedural, political, contractual and real estate issues) of items was presented to the Governor's staff as needing more direct support and consideration. Mr. Knight advised our consultant Federal Engineering (FE) of this query and asked how they might incorporate these items into their planning of the PSCC project. Mr. John Murray spoke later on their perspective and ideas of how PSCC could accomplish this.

Mr. Knight briefed the Commission on our FY 2008 \$2.2 million budget request to complete the detailed conceptual design. The Office of Strategic Planning & Budgeting (OSPB) and the Joint Legislative Budget Committee (JLBC) are in agreement of this dollar amount; however, this is still in the early stages of the legislative process.

Mr. Knight advised SAFECOM and the National Governor's Association have requested five representatives from each state to participate in a statewide interoperability workshop. The Governor was asked to identify five representatives to represent our state at this workshop. Mr. Knight offered to the Governor's Office individuals from our Commission that would fit the description of participants they are seeking. No feedback from the Governor's Office has been received to date.

### New PSCC Staff

Mr. Knight advised Mr. Kevin Rogers is no longer with the PSCC Support Office. Mr. Rogers accepted a position within the Department of Public Safety which closely aligns with our PSCC activities, i.e., deployment of the Arizona Emergency Radio System and microwave. Mr. Knight expressed his congratulations to Mr. Rogers on his promotion. A welcome was extended to Mr. Jeff Miner who was hired to fill our Project Manager position. Mr. Miner was instrumental in the procurement, engineering and deployment of the City of Phoenix radio system. Prior to his position at City of Phoenix, Mr. Miner and Mr. Knight worked together in the Telecommunications Bureau at DPS.

Mr. Jim Jertson introduced a new staff member of the PSCC, Mr. John James our Marketing Specialist. He came to us from University of Phoenix with an extensive background and hands-on experience in doing marketing materials. He will be a great asset to the PSCC Support Office.

#### PSCC Marketing/Outreach & Education

Mr. Knight addressed the Maricopa Association of Government's technology subcommittee as well as the Arizona Ambulance Association as part of our outreach and education mission.

Ms. Holly Burkenbine reported a total of 41 agencies including several federal agencies have executed a Memorandum of Understanding to participate in the use of the Arizona Emergency Radio System (AERS) mutual aid channels.

#### PSCC Newsletter

Mr. Knight advised the second issue (January 2007) of *Transmit* has been published and there are some interesting articles. In this issue, there is an article on the successful use of AERS in Mohave County. Chairman Felix advised if you have any ideas/input for a newsletter item, please contact Mr. Jertson and he will conduct the interviews for the articles.

#### **Arizona Department of Homeland Security Update & FY 2007 Grant Guidance**

Chairman Felix introduced Ms. Leesa Berens Morrison, Director of the new Arizona Department of Homeland Security (AZDOHS) appointed by Governor Janet Napolitano in December 2006. Chairman Felix expressed the pleasure of working with Director Morrison on several issues, i.e., border security and enforcement details, and the Fake ID Task Force.

Director Morrison expressed her desire to work together with all of us and show what Department of Homeland Security can do for us. Director Morrison briefed the Commission on their mission statement, the legislation enacted on September 21, 2006 that formed the Arizona Department of Homeland Security and created the Homeland Security Coordinating Council, as well as memorialized the Regional Advisory Councils (RACs) in statute. Statutorily, it defined AZDOHS as the administrative agency for homeland security grants.

She advised this statutory change enabled Arizona to become one of the first states in the nation to take a regional (north, south, west, east and central) approach to homeland security in Arizona. She also conveyed U. S. Department of Homeland Security's desire is for all states to take this approach; however, no other states have done this to date. Director Morrison stated the purpose of these five regions is to develop a baseline approach to the disbursement of homeland security monies. She stated the goal for each region was to use the homeland security funding to ensure each jurisdiction, no matter the size, has the same prevention response and recovery capabilities. Director Morrison stated the objective of the grant program is "To enhance the ability of state, local, and tribal stakeholders to prevent, respond to and recover from acts of terrorism and man-made or natural disasters."

Director Morrison reported the 5 separate grants (SHSGP, UASI, LETPP, CCP and MMRS) that fund the homeland security program all pass through the state. Retention of three to five percent of grant management may be taken up by the administering and reimbursement process for the

SHSGP, LETPP and UASI programs. Statistics were provided on the decreased grant funding for SHSGP, UASI and LETPP while the CCP and MMRS grants experienced slight increases from fiscal years 2005 to 2006. It was reported that Tucson was declared as a second UASI for Arizona. All of Pima County will be considered with the new UASI. She indicated both Tucson and Phoenix will be competing in the second tier of the grant program.

Director Morrison introduced her Deputy Director Randy Reyer, Lieutenant, who will be assisting with the administration of the grants and Commander Terry Conner of the Department of Public Safety who will be joining Homeland Security assisting with special details as the state liaison. That role is still being developed but its intent is to enhance their communication with all stakeholders within the RACs. Commander Conner has extensive homeland security expertise and will be good for this position. Director Morrison is looking forward to working with both individuals.

Director Morrison felt the Commission was able to participate under Department of Public Safety in one of 3 categories in the following grant programs: SHSGP, LETPP and UASI to some extent dependent on where the monies would be channeled. It was determined PSCC has not participated in any of these federal homeland security grant programs in the past. However, the PSCC would be eligible for 20 percent of the funds as provided to state agencies while 80 percent is provided to local jurisdictions. Director Morrison reported the category most important to the Governor for funding consideration would be interoperability.

Director Morrison is unaware of the funding they will be receiving for the 2007 grant programs but assumes it will continue to decrease. She advised grant guidance criteria and information was released two weeks ago and advised of the following critical dates. February 20, 2007 is the deadline for submitting projects for funding to Department of Homeland Security. Within 90 days of the actual release, projects are reviewed for compliance and the state submits an Enhancement Plan and Grant Application due by April 5, 2007. Within 180 days (June 2007), the state receives FY 2007 grant awards and planners submit all projects to the Regional Advisory Councils (RACs) for review. She stated federal Department of Homeland Security will be strictly enforcing all grant application deadlines. Director Morrison advised communication, coordination, responsibility and accountability to their stakeholders is very important and they are working on these attributes. She is looking forward to gaining the support and assistance of all first responders and obtaining the funding our state needs.

Mr. Knight asked if the PSCC was eligible for SHSGP grant funds from the 80% pool as the PSCC is comprised of a broad range of public safety first responders. Director Morrison stated we could ask for a legal interpretation but felt since PSCC was enacted under Arizona Revised Statute 41-1830.1A it was her opinion PSCC would fall under the category of the 20 percent of funding provided to state agencies as opposed to the other 80 percent.

Commissioner Hal Collett stated it was fantastic we would be eligible through the state under the 20 percent but felt it was imperative because of the way this group is formed that we go back to the regions and if we make the regional priorities interoperability which it's already a state priority, and felt it would be easy to do. By coordinating the five regions and the Commission's eligibility for 20 percent by coordinating all efforts to come to the middle he felt it would be a

win-win situation. Commissioner Collett felt this was an opportunity for all to go back to our regions and coordinate an overall response.

Commissioner Dan Wills stated he appreciated the scrutiny and oversight of the grant funding which has occurred in the last couple of months to stretch these dollars further. He agreed with the comments made by Commissioner Collett that the PSCC has an opportunity to have discussions directly with all five RACs rather than trying to influence RACs individually “as these interoperability dollars affect everybody directly for their acts and certainly to the state as a whole.” Commissioner Collett is correct in terms of what this Commission can do by having these discussions with the RACs. Director Morrison felt the concept of joining together with the RACs with regard to interoperability was going in the right direction. She felt by doing so we were taking the limited dollars, placing them where they should be and gaining buy in from all stakeholders.

Chairman Felix expressed his congratulations and appreciation to Director Morrison on her new assignment with Arizona Department of Homeland Security and for speaking to the Commission today. In conclusion, Director Morrison thanked the Commission for their time and is looking forward to working with all of us.

#### **PSCC Conceptual Design – Status Update**

Mr. John Murray, Project Manager, Federal Engineering (FE) gave the following account on PSCC’s project status and potential changes/acceleration with the project timetable. The following key deliverables have been completed to date: Needs Assessment, Current Systems Report, Coverage and Frequency Analysis Report.

Mr. Murray defined the Needs Assessment report as a compilation of information and work detailing what constituents and stakeholders need in terms of public safety communications which existed in other source documents done by previous consultants, the Department of Public Safety and PSCC. He stated interviews were done with PSCC support staff to clarify some of the information but most was taken from work previously conducted.

Mr. Murray defined the Current Systems report as a compilation of the status and demographics of all the state public safety communication systems as well as those that are part of large municipalities and private sector organizations, i.e., Arizona Public Service, Salt River Project. He stated it tells what is present today and will help FE develop the implementation plan for what becomes the final statewide solution.

Mr. Murray reported work has been done with the PSCC support staff to validate the coverage models FE will be using in the later stages of the project. He indicated the coverage tool is slightly different than what DPS/PSCC has used in the past versus the coverage model FE uses which is broader in terms of capability and features. Mr. Murray indicated FE and PSCC verified their coverage models were comparable for a good basis moving forward.

Mr. Murray advised FE has created a report of coverage based on the existing 62 sites across the state for all three frequency bands, i.e., VHF, UHF and 700 MHz. He indicated composite coverage maps were provided and an analysis to show the results. He reported this shows what

coverage is out there today which will form the basis for what could be provided in each of the different frequency bands going forward and later on.

Mr. Murray reported an initial Frequency Analysis report has been done which is a compilation of what frequencies at each of the three different frequency bands are available for frequency assignment and plans. FE is starting to put together the components and alternatives of different architectures they may want to consider in the ultimate conceptual design. FE is doing the groundwork in terms of available technologies, how it fits with what is out there today, some of the high-level cost trade offs, capabilities and functionality of those alternatives, and how they match up to fitting the needs analysis report done earlier in the project.

Mr. Murray reported FE is working on the frequency and interference planning for the 3 different frequency bands being included in this study which will show potential interference issues. The planning needs to be done early so data is available as we start finalizing the conceptual design.

He stated research on governance models is continuing as well as looking at projects a little further ahead than PSCC's project, i.e., what lessons have been learned, what has gone well and what could have been done differently. That information will be provided in subsequent reports.

Mr. Murray stated opportunities to accelerate the project have been discussed with the PSCC Support Office. Essentially, FE is looking to close out the existing reports they are working on and move into a joint application development process where users, engineers and architects meet together with consultants and designers. Mr. Murray stated PSCC and FE will be preparing for this session sometime in mid-March through a consolidated, collaborative workshop effort to come up with the conceptual system design, as well as the architecture and selection of what a concept demonstration project will look like.

Mr. Murray believes by early June FE can have the demonstration project designed and start to install in the mid to late-June time frame. By third or early fourth quarter, FE believes they can have a demonstration project live and in place. Demonstration project would then go through an evaluation period of 3-5 months and then continue/expand based on that evaluation. Mr. Murray reported the next steps would be to document the conceptual design, build the implementation plan, and then move into preparing RFPs for the entire statewide conceptual design solution whatever it turns out to be. He stated RFPs would need to be done in a 4-month period. Mr. Murray figures RFPs could be issued as early as February 2008 with an approximately 4-month contracting process taking the contract to the end of June 2008 with the ability to start implementation of the statewide project versus the existing schedule where FE would just be finishing the evaluation of the demonstration project. He indicated there is much to be done but there are benefits in accelerating the process.

Benefits of acceleration:

- 1) Allows FE to get a demonstration project live as early as 4th quarter of 2007 rather than 3rd quarter of 2008.
- 2) Provides a potential improvement for deployment of statewide solution. Statewide solution was not really in the initial timetable.

- 3) Partnership opportunities are accelerated with municipalities and exiting projects currently underway. Provides the best use of the limited funding that will be available.
- 4) Helps support a key concept from the Concept of Operations document about obtaining some quick wins and leveraging those wins to project our success in the future.

Potential Risks:

- 1) Additional workload on FE and PSCC staff due to acceleration. FE can add the resources on their side. Funding that was earmarked in Phase II of this project may need to be moved up. Phase I of the project is funded and awarded to FE and will terminate in June 2008. Phase II work will begin before June 2008.
- 2) Procurement approaches will need to be explored to get the demonstration project in place in the desired time frame. FE will need to work closely with the state and potentially local procurement partners to achieve that. Any kind of demonstration project will be dependent on a backbone capability and should closely align with the Arizona Interagency Radio System (AIRS) and microwave rollout.
- 3) Funding stream for the full statewide system may be needed earlier and managed carefully on behalf of the PSCC.

Mr. Murray felt some risks were manageable and their risk analysis also addressed a couple of obstacles identified in the Concept of Operations document. Those include maintaining a sense of urgency for this project and clarifying what this project is relative to some of the other efforts underway.

Commissioner Wills asked if there was allowable funding to accelerate the project. Mr. Knight responded yes. Mr. Murray clarified the revised schedule will begin the demonstration project as early as late 3rd or early 4th quarter of this year moving it up by three calendar quarters, a substantial improvement. Chairman Felix stated although it's not a demonstration project or proven concept yet, he felt it was important since DPS has to submit budgets in the summer for submission to the Legislature. He reminded us the Legislature is waiting to see what our progress is before they commit additional funding and every step of the way we need to show progress to demonstrate where we are, where were headed and what the cost will be.

Chairman Felix stated budget submissions for the State begin in August/September with submissions made at the end of the year and the same in 2008. In 2008, we would have some performance of the system to speak of to go along with the budget request. Mr. Murray stated for this year the conceptual design and business case would be completed prior to those time frames mentioned. Chairman Felix reiterated being able to show that progress to the Legislature would be important.

Commissioner Danny Sharp stated in regards to budget preparation, leveraging of the other projects and being able to coordinate those needed to be emphasized. Mr. Knight felt it was a big deal to continue to emphasize with FE from a standpoint of making the Legislature aware of these other projects that are slightly advanced from what we are doing here as we get closer to and define our conceptual design. Mr. Knight stated, "How close in that same concept are they, what can we leverage if they're exactly the same, if they're real close, what are the common elements that we can leverage."

Commissioner Wills questioned if this was in alignment of the direction we were headed in terms of the revised schedule. Mr. Knight responded from a fiscal standpoint it's within the scope of the contract; however, from a scheduling standpoint, the process of the initial deployment of the conceptual design is shortened. Mr. Knight felt bringing this out as early as possible would go a long ways towards what other agencies/jurisdictions might do and what other partners might decide to do.

Commissioner Wills asked if PSCC saw any downside to compressing this timeline. Mr. Knight responded FE mentioned potential risks of the PSCC Support Office being able to stay closely aligned with FE. Mr. Knight felt we have been to this point. —

### **Review of Governance Efforts in other Regions/States**

Mr. Knight briefly discussed in the Concept of Operations we recognized the governance aspect will probably be a “deal maker/deal breaker” possibility based on how we approach the initial/ongoing funding, the management, operation, re-engineering or the technology refresh. He stated some of the partners who have addressed the governance aspect wished they had done more upfront. Mr. Knight stated as part of our business plan there will be a recommendation or a comparison of how we should govern what the conceptual design and then the demonstration project proves. “How will it be owned, operated and managed?” He stated Mr. Murray has done some research and has started to develop a list comparison of those who have tried to develop a governance structure which will be presented to the Commission.

Mr. Murray gave a brief snapshot of different governance structures, facts and demographics for the following different states: Colorado, Florida, Indiana, Michigan, Minnesota, Montana, Pennsylvania, South Carolina, Utah, Virginia and Wyoming. Mr. Murray reported the following on what he found after his review of these different systems and what specifically they were looking at in their review. He found there was no consistent definition across the states/locals that were surveyed. FE looked at who owned/managed the systems, how policy/operations decisions were made and funding obtained, and the structure of the organizations involved.

In summary, this is what FE found with the different governance structures:

- 1) no single or dominant approach taken
- 2) most in early, learning stages of governance process
- 3) participation of all local/state/federal stakeholders is critical
- 4) struggle with state agency ownership based on prior relationships
- 5) long process – act early, set a vision, be flexible to change
- 6) culture of state/local relationship needs to be considered
- 7) clear sponsorship (higher and broader is best) and support of stakeholders critical
- 8) subcommittees structures are necessary due to amount of work to be done
- 9) funding requirements, sources, status of funding varies greatly.

Mr. Murray reported user fee structures vary from state to state and in some states there were no user fees. Some user fees cover depreciation of the system but not technology refresh. Mr. Murray emphasized if we establish a user fee structure we may want to look at what our funding structure should capture for recovery cost of the system, i.e., operations, maintenance, depreciation, technology refresh, etc. He found that user fees may apply to level of participation



and in some cases usage-based user fees applied, i.e., number of conversations, minutes used as well as data transferred.

Agency participation ranged from 5 to 950; subscribers varied from 7,500 to 36,000; funding also varied from state bonds, 911 fees, general funds, state/federal grants; some systems were non-P25 or P25; mostly 800 MHz trunked systems with the number of sites varying from 60 to 215. Ownership/management varied from being managed by the Public Safety Coordination Committee, Board of Directors to state ownership, etc. Mr. Murray hoped this would give us ideas of things to think about as we structure the process for Arizona.

Chairman Felix stated he and Commissioner Kermit Miller will be meeting next week to discuss governance. A copy of Mr. Murray's governance presentation was requested by Chairman Felix. Chairman Felix hoped future meetings on governance would offer some guidance on how PSCC might approach our governance efforts. Chairman Felix thanked Mr. Murray for the information presented. No further discussion took place.

#### **Arizona Department of Public Safety, Wireless Systems Bureau**

Mr. Kevin Rogers advised he changed positions from PSCC Project Manager to Wireless Systems Bureau Manager at the Arizona Department of Public Safety.

Mr. Rogers reported since the last PSCC meeting nine additional sites have been added to the Arizona Interagency Radio System (AIRS) network: Piney Hill, Signal Peak, Christmas Tree, Willow Beach, Holbrook, Mt. Lemmon, Keystone, Squaw Peak and Juniper Mountain. Installations now total 28 sites. He reported Black Metal Mountain is temporarily located at Lake Havasu City due to site issues. Initial funding which has been expended has placed additional sites installations in pending status due to funding issues being resolved with Mr. Mark Howard of Arizona Division of Emergency Management.

Mr. Rogers advised of issues with some technical parameters on the VHF portion of the suites. He indicated the suites include an 800, UHF and VHF repeater. He reported with some early deployments in Mohave, Coconino County and other immediate needs from customers some of the suites were installed in duplex repeater mode versus simplex (car to car) mode, and some with or without tone code protection. He indicated it has created some technical issues as they deploy and agencies trying to use. Mr. Rogers advised by May 1, 2007 a correction will be made so all suites are standardized to the VHF repeater with correct tone codes. We will emphasize the user's radios are programmed by this time so the conversion is smooth on AIRS.

Mr. Rogers advised of the microwave and building site upgrade projects to the digital microwave which is going to be funded by the Legislature at \$2.55 million per year for the next three years. He indicated it will primarily begin in the southern loop with a couple of sites outside that loop which need immediate attention. Black Metal Mountain tower will be replaced due to some damage and power requirements to add additional items. Towers Mountain is a critical site; however, this site needs work. We currently have digital microwave from Tucson to Phoenix and from Flagstaff to Squaw Peak. Oatman Mountain is in need of a tower replacement soon due to structural damage.

Mr. Rogers reported Casa Grande Mountain and Red Mountain sites are new to the southern loop. The Department of Public Safety, City and County have been working together for a combined site at Casa Grande Mountain. Work with Santa Cruz County and other agencies in the area are progressing for a combined site at Red Mountain. Mr. Rogers advised he would keep us posted at each meeting regarding the progress on this portion of the project.

Chairman Felix questioned the multi-agency partnerships that we have with these different agencies in the event there was need to upgrade or partner. He questioned if we were in contact with local agencies for each of these sites to determine if they would be prepared to partner if needed. Mr. Rogers replied the Wireless Systems Bureau is in contact with a number of different agencies (Casa Grande, Pinal and Santa Cruz County) as these situations arise to take advantage of partnership opportunities.

### **Statewide Interoperability Executive Committee (SIEC)**

SIEC Co-Chair Mark Venuti gave an update on discussions taking place at the SIEC meeting with the following report.

The Operational Work Group had two vacancies for their co-chair positions. One of the vacancies was filled by Mr. Karl Hartmetz, Communications Director, La Paz County Sheriff's Department who volunteered at the SIEC meeting to fill that position. It was also mentioned Mike Brashier, Captain, Casa Grande Fire Department had expressed an interest in filling the position of co-chair of this group. He was not present at the meeting so a follow-up call will be made to him to see if he is still interested in serving. In the interim, this position will remain open. Mr. Venuti expressed if there was anymore interest in this position to either contact himself or the PSCC Support Office.

Mr. Venuti expressed one of the main accomplishments at the SIEC meeting was the adoption of re-naming the Arizona Emergency Radio System (AERS) to Arizona Interagency Radio System (AIRS). This change was brought about to help users recognize the use of this network as more of an interagency use rather than an emergency use only. This will hopefully encourage users to utilize AIRS in non-emergency situations.

The other accomplishment was the standard naming convention that was proposed through the Work Group and the PSCC Support Office. This document will be posted on the website and the SIEC felt it was a good step. Minor policy changes were made to the VHF/UHF Minimum Equipment Standard document. The original policy statements had the old names of the frequencies listed. Those will be removed from the minimum equipment standards document to be replaced with a one page document with all the standard names and frequencies listed.

Mr. Venuti stated since we don't have any authority over the 800 MHz naming we would need to get information to them requesting they adopt the same standard naming convention for 800 MHz. It is our understanding the Arizona Regional Review Committee (ARRC) has a meeting tomorrow and we will seek their approval to adopt the same naming convention at that time.

Mr. Venuti reported another major task recognized by the SIEC is to start developing the 700 MHz Interoperability State Plan. A meeting has been scheduled for Friday, February 16 at 10:00

a.m. with the Technical/Operational Work Group, SIEC Voting Body members and members of the PSCC Support Office. Meeting location to be announced later.

### **Date, Time and Location of Next Two Meetings**

April 24, 2007, 1:00 p.m.  
Burton Barr Central Library  
1221 North Central Avenue  
Phoenix, Arizona

July 10, 2007, 1:00 p.m.  
Flagstaff City Hall  
211 West Aspen Avenue  
Flagstaff, Arizona

Mr. Knight stated the July meeting will take place in Flagstaff on Tuesday, July 10, 2007 to coincide with the law enforcement POW WOW activities.

### **Call to the Public**

Chairman Felix asked for comments from the public.

Mr. Mark Griffin, City of Chandler, requested information on the scope of the TOPOFF exercise at the next meeting prior to the exercise. Mr. Randy Reyer Deputy Director, Department of Homeland Security reported it would be a tabletop exercise with virtual command post with no ground exercises. Mr. Reyer reported meetings are taking place over the next couple of days and Division of Emergency Management would be the one to contact for further program initiatives.

### **Recommendations for Future Meetings**

Chairman Felix asked for recommendations for future meetings. Commissioner Dan Wills requested an agenda item on discussion of spectrum management. There are organized bodies to coordinate 700/800 MHz but nothing on UHF/VHF. Commissioner Wills' intent is to have a discussion on how to possibly structure the VHF band. He stated VHF is a viable band for most of Arizona and the rural tribes but it requires some work. Commissioner Wills would be willing to work with PSCC Support Office to bring this topic to the Commission.

Mr. Knight solicited feedback on ideas for future meeting topics on either broad, more general public safety topics, discussion more focused on our PSCC activities, or other topics that would be beneficial to the Commission. Chairman Felix encouraged input be communicated with the PSCC Support Office and felt topics that were focused on the task at hand, i.e., interoperability, status/updates on the project, continuing education on governance structure are critical and informational, as well as local, county, state and national level topics that may lend to the educational process of what we are trying to accomplish.

Commissioner Wills suggested having someone come in to facilitate an interactive dialogue at our meeting. He felt with the diversity of the Commission the perspective that each could bring would benefit the discussions. Chairman Felix suggested if we had an opportunity to have a facilitated discussion we could bring someone in for our July meeting and recommended to go forward with this idea if we had issues needing discussion in that detail.

**Adjournment**

Chairman Felix asked for a motion to adjourn. Motion to adjourn was made by Commissioner Danny Sharp and seconded by Commissioner Jan Hauk. Motion was unanimously carried. Meeting adjourned at 2:55 p.m.